

# STAFF REPORT TO COUNCIL

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**DATE:** October 20, 2023

**TO:** MAYOR AND COUNCIL

**NAME AND TITLE:** KRIS DALIO, DIRECTOR OF FINANCE AND IT SERVICES

**SUBJECT:** 2023 Q3 COUNCIL CONTINGENCY REPORT

**ATTACHMENT(S):** None

**RECOMMENDATION:**

That Council RECEIVES FOR INFORMATION the report dated October 20, 2023 from the Director of Finance and IT Services titled “2023 Q3 Council Contingency Report.”

**PURPOSE:**

To provide Council with information detailing the use of Council contingency for the period January 1<sup>st</sup> to September 30<sup>th</sup>, 2023.

**POLICY/REGULATORY ANALYSIS:**

This is an ongoing quarterly report that is prepared at the request of the Standing Committee on Finance and Audit during their August 28<sup>th</sup>, 2023 meeting. Sustainable Finance Policy 7.2 governs the use of Council contingency. The City maintains a Council contingency in an amount as defined and approved by Council during each year’s budget process. This contingency may be used at Council’s discretion throughout the year to fund one-time expenses that may arise during the year including, but not limited to, City services and financial assistance requests. In 2023, Council contingency was set at \$75,000. Use of these funds to date for the current year are as follows:

Council Date	Description	Amount Committed	Remaining Balance
April 24, 2023	Northwest Invasive Plant	\$18,300	\$56,700
July 24, 2023	Inspiring Women Among Us	7,500	49,200
Aug 16, 2023	Rocky Mountain Rangers	15,000	34,200
Sep 25, 2023	Prince George DBIA (Vibrancy and Vitality Initiative)	20,000	14,200

**SUMMARY AND CONCLUSION:**

This report has been prepared for Council’s information.

**RESPECTFULLY SUBMITTED:**

Kris Dalio, Director of Finance and IT Services

**APPROVED:**

Walter Babicz, City Manager

Meeting date: October 30, 2023